

**Kent County
LEPC Meeting Minutes**

July 14, 2009

Attendees

David Mick	<i>KCDPS</i>	Nicole Vautard	<i>KCDPS</i>
Allen Metheny	<i>Citizen</i>	Joseph Tyler	<i>USCS</i>
Timothy Brown	<i>DAFB</i>	Michael Doyle	<i>DAFB</i>
Kevin Underwater	<i>DAFB</i>	Charlie Boyer	<i>Town of Smyrna</i>
Bob Barrish	<i>Citizen</i>	Art Paul	<i>DEMA</i>
Charles Stevenson	<i>Sussex LEPC</i>	Cheryl Russell	<i>Delmarva Power</i>
Carleton Carey	<i>KC Fire Chiefs</i>	Robert Hawkins	<i>DSP</i>
Jerry Llewellyn	<i>Public Health</i>	Bruce Ennis	<i>State Senate</i>
Jeremy Weber	<i>Dentsply Caulk</i>	Rich Antoff	<i>DNREC</i>

David Mick called the meeting to order at 10:00 am.

The minutes of the May meeting were approved.

Welcome from Dave and introduction of all the attendees.

Current Issues

Dave Mick – DECON – One activation at Milford Dentsply Caulk. Went well. Brought up situation of Dentsply having two companies with one in Kent and the other in Sussex County. Decision made that Kent County will be primary response but will work with Sussex.

Regular training continuing on the third Tuesday of every month. Have not been able to coordinate a joint training but still working getting one set up.

Shannon Splittorff (through e-mail) – Tier II Reporting – For year 2008, we have a total of:

- 1782 facilities active in Tier II Manager
- 1741 have completed submissions (1663 online, 78 hardcopy forms)
- 41 Outstanding facilities

Of those facilities that have completed their 2008 Tier II reports, 96% have done so online.

Shannon Splittorff (through e-mail) – Tier II Manager – As far as upgrades, currently getting estimates for a few upgrades including an upgrade to make passwords more secure and compliance with DTI requirements. Also working on quotes for developing a Fire District user. This would allow each fire department chief to view any facility located within their fire district.

Arthur Paul – SERC – Last meeting was held at Fire School on June 10th. Reports from all four standing committees as well as the LEPC's were given. Commission went through and approved budgets and the checks were mailed out the end of June. Presentation on Honeywell Plant. Next meeting will be at Fire School on September 9th.

Arthur Paul – DENS – Past month completed the upgrades on maps and telephone numbers. Need to go through and conduct testing. May bring this process in September.

Old Business

Dave Mick – Outreach Incentives – Family Emergency Preparedness Day moving along well. Will be held on September 12th from 10-2 in front of Del Dot. Set dates of when flyers and notifications will go out. One area of concern was the cancellation last years due to weather. A rain date has been set (September 13th) this year. If a quick storm comes up during the day there is enough room to move inside the building for a while.

Dave Mick – FY10 Budget – Has been approved. Do not have a copy but will check on it.

Bob Barrish – Facility Inspection – No visits conducted since the last meeting. Completed ½ the year's inspections. Year to date 11 inspections have been conducted. Will re-visit City of Milford tomorrow and Staats in Smyrna next week. Letters have been mailed out for the second ½ of the year's inspections.

Charles Steveson – Sussex LEPC – Attempting to provide the Tier 2 Reports in Sussex to the various fire chiefs/districts. Wants to know if it would be possible to provide access to Tier 2 Manager for the fire departments. Next meeting will be on Thursday at 10:00 am.

David Mick – Exercise Program – Final Draft is out for review and improvement plan has be drafted. Most issues have fairly simple resolutions. Looks like a good achievable plan. Issues to address:

- Communications
- Control and accountability
- How and when to perform rescues

Arthur Paul – 2009 Statewide Hazmat Conference – Was well recieved. Will have a phone conference to discuss next years. Will be held in New Castle next year and need to expand on it.

New Business

Timothy Brown – Air Show – More attendance on Sunday then Saturday. Went well. Three Emergencies with two of them being minor. Thanks for everyone's support and use of parking lots.

Dave Mick – Thanks to the DAFB for their interaction who were very receptive. It was a pleasure working with DAFB.

Dave Mick – Comments on behalf of Colin Faulkner – Looking forward to keeping the LEPC active and focusing on our mission statement especially the fact that this is your LEPC. Kent County wants to support your initiatives and want to improve on plans so everyone is in sync.

Bob Barrish – Facility Inspection – Noticing that facility plans are in line with Kent County's when conducting the inspections.

Arthur Paul – Try to use planning monies to have a function where we can get Fire Chiefs and facilities together for a meet and greet. Try to have this done by September 30, 2009. Dave Mick will work on this.

Bruce Ennis – Community Right to Know – Wandering what is going on in regards to the propane tank issues that occurred during flood.

Allen Metheny – Rick Chatham offered to put a pamphlet together. No requirements regarding propane tanks in Kent County. Planning Department thought it should be include din their requirements for flood prone areas. Will check on these issues.

Meeting adjourned at 11:00 am.

Next LEPC meeting scheduled for **Tuesday, September 8, 2009.**

Respectfully submitted,

Nicole Vautard

Nicole Vautard
Kent County Dept. of Public Safety
LEPC Secretary